

SPO ALERT

Date: March 2, 2022

To: State Agencies

From: State Procurement Office

RE: SPO ALERT - APP Contract Document File Naming/Viewing Option

In 162 contract documents could be attached to a contract using a document "Title" feature. The titled document would then be visible on the public portal under the designated name.

Currently in 168, the contract attachment name reflected on the public portal is based on how you name your document at the time of upload, and is also not displayed in the order of the most recent document uploaded to the last uploaded.

We currently have a ticket in with Ivalua to change this feature back to how it performed in 162.

Once the configuration has been updated by Ivalua we will be sending out another communication.

Thank you for your patience.

APP Help Desk

602-542-7600

app@azdoa.gov

<https://spo.az.gov/app-service-request>